



LISA M. GALDOS  
Court Executive Officer  
and Jury Commissioner

DANIEL A. ROPP  
Assistant Court Executive Officer

## SUPERIOR COURT OF CALIFORNIA COUNTY OF MONTEREY

- ❑ **Salinas Division**  
240 Church St., Rm. 318  
Salinas, CA 93901  
(831) 775-5400
- ❑ **Monterey Division**  
1200 Aguajito Road  
Monterey, CA 93940  
(831) 647-5800
- ❑ **Marina Division**  
3180 Del Monte Blvd  
Marina, CA 93933  
(831) 883-5300
- ❑ **King City Division**  
250 Franciscan Way  
King City, CA 93930  
(831) 386-5200

[www.monterey.courts.ca.gov](http://www.monterey.courts.ca.gov)

July 1, 2005

Dear Monterey County Citizen:

Thank you for your interest in serving as a Grand Juror for Monterey County during the year 2006.

The enclosed information packet includes:

- a Monterey County Civil Grand Jury information pamphlet;
- a timetable for the 2006 Civil Grand Jury selection process;
- a list of the information to be included in the resume of a prospective Grand Juror;
- a Declaration of Prospective Grand Juror regarding willingness to serve; and,
- a Notice to Employer of Intention to Serve on the Civil Grand Jury.

If you are interested in submitting your name for consideration as a nominee for the 2006 Monterey County Civil Grand Jury, you must submit a resume and a signed Declaration of Prospective Grand Juror regarding your qualifications and willingness to serve. When preparing your resume, please refer to the enclosed resume information sheet and include all of the information requested. Your resume and declaration must be received by the Civil Grand Jury Office on or before Thursday, August 18, 2005, at 5:00 p.m. You may mail your response to the Civil Grand Jury Office at P.O. Box 414, Salinas, CA 93902 or hand-deliver to the Jury Commissioner's Office at the Salinas Courthouse located at 240 Church St., North Wing, 3<sup>rd</sup> Floor, Room 313.

The enclosed information booklet describes the function of the Civil Grand Jury, the qualifications a Grand Juror must possess, and the process used in selecting grand jurors in Monterey County. Please be sure to read all the enclosed material carefully. If you have any questions concerning service on the Monterey County Civil Grand Jury or the application process, please call 775-5400, extension 3014 during office hours.

Sincerely yours,

Lisa M. Galdos,  
Court Executive Officer and Jury Commissioner

LMG/lat  
Attachments

## PROSPECTIVE GRAND JUROR RESUME INFORMATION SHEET

Each citizen interested in submitting his or her name as a prospective Civil Grand Jury nominee must submit a resume, along with a signed Declaration of Prospective Grand Juror regarding qualifications and willingness to serve, to the Civil Grand Jury Office. A Declaration of Prospective Grand Juror form is included in the attached packet (green form). The declaration must be attached to your resume. Also, if you are currently employed, please complete the *Notice to Employer of Intention to Serve on the Monterey County Civil Grand Jury* and seek your employer's consent (blue form). Employed candidates **must** submit their completed employer's form with their resume and declaration.

Resumes must include the following information:

1. Your full name;
2. Your residence address;
3. Your mailing address;
4. Your home and work telephone numbers;
5. Education background;
6. Work experience: A brief description of your work experience, including employers, position titles, dates of employment, and general duties;
7. Community service experience: A description of your community service experience, including names of organizations, dates of service, and any position(s) held;
8. A written statement about the amount of time you are willing and able to commit to Grand Jury service for 2006;
9. A written statement about why you wish to serve as a Monterey County Civil Grand Juror for 2006;
10. A signed Declaration of Prospective Grand Juror attached to your resume (See green form included in this packet).

### **FINAL DATE TO SUBMIT RESUME AND DECLARATION OF PROSPECTIVE GRAND JUROR: Thursday, August 18, 2005, at 5:00 p.m.**

Please submit resume and declaration regarding qualifications to:

***By Mail:***

Monterey County Civil Grand Jury  
Attention: Nomination Committee  
Salinas Courthouse  
P.O. Box 414  
Salinas, CA 93902

***By Hand-Delivery:***

Office of the Jury Commissioner  
Salinas Courthouse, North Wing, 3<sup>rd</sup> Floor  
240 Church Street, Room 313  
Salinas, CA

**All Eligible Citizens of Monterey County are  
Encouraged to Submit Their Names for Consideration**

*If you have any questions regarding this form or Grand Jury service, please call the Grand Jury Office at 775-5400, extension 3014 or visit the Court's website at [www.monterey.courts.ca.gov](http://www.monterey.courts.ca.gov).*

**NOMINATION DRIVE SCHEDULE**  
*for the*  
**2006 MONTEREY COUNTY CIVIL GRAND JURY**

**July 1 – August 18, 2005**

Announcement of Civil Grand Jury nomination drive for the 2006 Civil Grand Jury.

**July 1 – August 18, 2005**

Scheduled appearances by judges at local civic group meetings to answer questions about the function of the Grand Jury and service on the Grand Jury.

**August 18, 2005**

Final date for citizens of Monterey County to submit their resume and declaration.

**September 13, 2005**

All citizens having expressed an interest in serving as a Grand Juror for the year 2006 are encouraged to attend an informational briefing. The briefing will be held at the Salinas Courthouse, North Wing, Basement Room #12, beginning at 1:30 p.m. to approximately 3:30 p.m. Immediately following the briefing, personal interviews with each applicant will be conducted by the panel members.

**October 5, 2005**

Full Superior Court Judges' Meeting. Review of resumes; determination of 30 nominees for the year 2006.

**October 28, 2005**

Letters mailed to *selected* nominees and those persons *not selected* as nominees for the 2006 Civil Grand Jury.

**November 16, 17 and 18, 2005**

All 30 nominees are required to attend three full day training sessions to prepare for service as Grand Jurors for 2006. The training sessions will take place at the Salinas Courthouse.

**December 16, 2005**

List of 30 nominees for the year 2006 published in local newspapers.

**January 5, 2006**

Courtroom proceeding, random selection of 19 Grand Jurors from the pool of 30 nominees, and official swearing in ceremony for the 2006 Civil Grand Jury.

**January 11, 12 and 18, 2006**

First three (3) full Civil Grand Jury meetings in 2006.

**SUPERIOR COURT OF CALIFORNIA**  
**COUNTY OF MONTEREY**

***In the Matter of the***  
***2006 Civil Grand Jury***  
\_\_\_\_\_ /

***Declaration of Prospective Grand  
Juror Regarding Qualifications  
and Willingness to Serve***

**Please answer the following questions:**

- | <b>YES</b> | <b>NO</b> |   |
|------------|-----------|---|
| _____      | _____     | 1. Are you a U.S. citizen?  |
| _____      | _____     | 2. Are you over 18 years of age?  |
| _____      | _____     | 3. Do you understand spoken and written English?  |
| _____      | _____     | 4. Have you been a resident of Monterey County for at least one year?   |
| _____      | _____     | 5. Are you free from any mental or physical disability, which would prevent you from serving on the Grand Jury? |

**Each member of the Grand Jury should be free of any conflict of interest that would interfere with the member's ability to carry out the Grand Jury's work objectively and free of self-interest. The following questions are intended to help determine whether you have a conflict which may raise questions about your ability to be impartial.**

- | <b>YES</b> | <b>NO</b> |  |
|------------|-----------|--|
| _____      | _____     | 6. Are you now serving as an elected public official of the county, a city, special district, or a school district?  |
| _____      | _____     | 7. Have you ever been convicted of a misdemeanor?  |
| _____      | _____     | 8. Have you ever been convicted of a felony?   |
| _____      | _____     | 9. Have you ever been convicted of malfeasance in office?  |
| _____      | _____     | 10. Have you, a close relative or a close friend been prosecuted by the Monterey County District Attorney's Office?  |
| _____      | _____     | 11. Are you, a close relative or a close friend currently under investigation by a local law enforcement agency for suspected criminal activity?                                 |
| _____      | _____     | 12. Have you, a close relative or a close friend been in a dispute with any city or county agency, jail, prison, special district or school district within the last five years? |
| _____      | _____     | 13. Do you, a close relative or a close friend have or anticipate having any matter that will be pending before any such agency during the term of the Grand Jury?               |
| _____      | _____     | 14. Have you been discharged as a grand juror in any court of this state within the last year?   |
| _____      | _____     | 15. Are you now serving as a trial juror in any court?   |

***If any of the answers to questions 1-5 are NO, or the answers to questions 6-15 are YES, please explain your response on page 2 of this declaration.***

## Declaration-Page 2

*If any answers to questions 1-5 are NO and if any answers to questions 6-10 are YES, please explain. Please note: If convicted of a felony, please provide the date, county of conviction, and the offense.*

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### ***I Hereby Declare:***

1. That I will be available for service on the Civil Grand Jury for the period of **January 5, 2006 through and including December 31, 2006;**
2. That I agree to commit a **minimum** of twenty (20) hours of time per month to Civil Grand Jury service, **including** attendance at one (1) full Civil Grand Jury meeting and at least three (3) committee meetings per month; and
3. That I understand it is not uncommon for Civil Grand Jury members to work 30 hours or more per month on Civil Grand Jury business.
4. That, if employed, I will notify my current employer of my intention to volunteer to serve on the Civil Grand Jury and seek my employer's consent to serve.
5. That, if selected as a nominee, I give my consent to be fingerprinted.
6. That, if drawn as a Juror for the 2006 Civil Grand Jury, I will file with the Court Executive Officer a Statement of Economic Interest as required by the Political Reform Act of 1974.

*I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.*

Dated: \_\_\_\_\_

\_\_\_\_\_  
*Please print name*

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Physical Address*

\_\_\_\_\_  
*Mailing Address*

\_\_\_\_\_  
*Telephone*

\_\_\_\_\_  
*Email*

## Notice to Employer of Intention to Serve on the Monterey County Civil Grand Jury

To Employer: \_\_\_\_\_

I have submitted my application to VOLUNTEER to serve on the Monterey County Civil Grand Jury for 2006

- If selected, I will be committing to serve for the full calendar year of 2006.
- If selected, I will be away from work a minimum of 20 to 30 hours per month during business hours.

I understand that you are not obligated to compensate me for the hours I spend serving on the Civil Grand Jury and that this would be my personal time away from work.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_

## Consent of Employer for Employee to Serve on the Monterey County Civil Grand Jury

**\*\*\*TO BE COMPLETED BY DEPARTMENT HEAD OR BUSINESS OWNER\*\*\***

To: Lisa M. Galdos, Court Executive Officer

I, \_\_\_\_\_, employer of \_\_\_\_\_, understand that my employee has submitted an application and has VOLUNTEERED to serve on the Monterey County 2006 Civil Grand Jury.

- I understand that I am not required to compensate my employee for the hours spent in service on the Civil Grand Jury.
- I understand that if my employee is selected, he/she will be away from work a minimum of 20 to 30 hours per month during business hours.

I consent to my employee serving on the 2006 Civil Grand Jury.

Name: \_\_\_\_\_ Title: \_\_\_\_\_  
(Please Print)

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Phone Number during Business Hours \_\_\_\_\_

*If you have any questions regarding this form or Grand Jury service, please call the Grand Jury Office at 775-5400, extension 3014 or visit the Court's website at [www.monterey.courts.ca.gov](http://www.monterey.courts.ca.gov).*